

CHILD CARE PLAN REVIEW AND APPROVAL FORM

____ New ____ Remodeled or Altered Reviewing Public Health Specialist: _____

NAME	ADDRESS	PHONE
Establishment:		
Owner/Operator:		
Designer:		

- A. **Submit plans prior to construction.** Properly prepared plans and specifications for construction, remodeling, or alteration must be submitted to the District Health Department for review and approval. Such plans should include a floor plan of the childcare center.
- B. **APPROVAL** of the plans and specifications is required prior to the start of construction/remodel.
- C. **Submit** a childcare application with the appropriate fee.
- D. **Preoperational/Final inspection:** The District Health Department must be notified of a request for preoperational inspection when 80% of the construction/remodel is completed-i.e. floor, walls, ceiling and equipment up and running.
- E. After plans are reviewed and approved, applicant must sign final page accepting responsibility and verifying that it is understood that the childcare center will be built in accordance with the approved plans.

Date plan reviewed: _____

Approved by: _____
Public Health Specialist

The intention of the plan review is to provide a child care facility that will operate in a manner that will protect the health and safety of children. By interpretation or definition the Idaho State Code Title 39, Chapter 11, Sections 39-1110(1)(2)(3)(5)(6) discusses child care facilities operating in a clean and sanitary manner, preventing cross contamination and the spread of communicable diseases. These sections of the code reflect the requirements on the following plan review checklist. In addition to the requirements we have added recommendations that will be of assistance in operating an efficient child care facility.

A. FOOD PROTECTION SECTION 39-1110 (1)(2)

PLANS			REQUIREMENTS OR RECOMMENDATIONS
YES	NO	NA	
			KITCHEN:
			1. Separate hand wash sink
			2. Dish Washing
			a. Domestic dish machine (Note: Domestic dish machine shall be top of the line with a sanitation cycle)
			b. 3-compartment sink
			c. Commercial dish machine
			Note: Floor sink or drain recommended).
			Recommendation: Commercial model dish machine or two (2) domestic dish machines if enrollment is over one hundred (100) and if infant bottles are being washed
			3. Food/vegetable preparation sink – indirectly wasted to sewer with a one-inch air gap
			4. Cooking equipment
			5. Food Storage (no bare wood shelves)

Comments:

B. TOILET AND HANDWASHING FACILITIES 39-1110 (5)

PLANS			REQUIREMENTS OR RECOMMENDATIONS
YES	NO	NA	
			1. Toilets
			Recommendations: Toddler toilets for potty training Restrooms in each classroom
			2. Hand washing sinks
			a. Single lever faucets
			b. Tempering Valve
			c. Maximum water temperature of 110° f
			d. Hand sinks outside of restroom
			Recommendation: Hand sinks located in each classroom for clean up prior to eating and art projects.

Comments:

C. INFANT ROOM

PLANS			REQUIREMENTS OR RECOMMENDATIONS
YES	NO	NA	
			1. Sinks
			a. Handwashing sink
			b. Bottle preparation sink
			2. Under counter refrigeration
			Recommendations:
			2 or 3-Compartment sink for bottle washing
			Domestic dish machine with sani-cycle
			Separate sleeping room
			Separate play area

Comments:

D. Water supply and sewage disposal section 39-1110 (1-2)(6)

PLANS			REQUIREMENTS
YES	NO	NA	
			Water Supply:
			1. Public water supply (name of approved supplier/system)
			2. Private supply (name of approved supplier/system)
			Note: If the center operates with 25 or more individuals the owner must comply with Idaho Public Drinking Water Rules. Contact Central District Health Department for information.
			3. Sewage Disposal
			a. Septic System approved by the Health Authority. (Must be of proper size for the number of individuals using the facility)
			b. Approved central or municipal sewer system

Comments:

E. Play Area Section 39-1110 (4)

PLANS			REQUIREMENTS
YES	NO	NA	
			Play Yard
			1. Swings- 6-8 feet from fences and walls, anchored
			2. Slides not facing south
			3. Irrigation ditches or ponds fenced or covered
			4. Fences 6 feet tall on perimeter
			5. Window wells covered

F. Structural Design and Materials

AREA	FLOOR	WALL	CEILING
Dining Area			
Kitchen			
Toilet Rooms			
Janitorial Room/Area			
High Chair Area			
Hand-washing Area			
Sink Areas			
Recommendation: FRP for wall covering.			

G. Other Operations

PLANS			REQUIREMENTS
YES	NO	NA	
			1. Water heater adequately sized for kitchen and all sinks used in building: _____ gallons
			2. Mop/Service sink
			a. Atmospheric Vacuum breaker
			b. Rack or hooks for hanging mops to dry
			3. Water fountain of sanitary design and not located in toilet room
			4. Electrical outlets
			a. Safety caps
			b. Counter top height above floor
			5. Coat storage
			a. Cubbies
			b. Coat hooks or hangers
			Yard Faucets
			a. AVB on hose bibs
			b. Sprinkler system equipped with AVB double check valve

Comments:

H. Miscellaneous Recommendations

PLANS			
YES	NO	NA	
			1. Minimum of six hundred (600) square feet for one and two year old rooms
			2. Storage for art supplies, cleaning compounds, and diapers
			3. Doors leading out to play yard from classroom
			4. Security at front entry
			5. Counter top for parent check-in
			6. Employee break area
			7. Area for sick child

I have read and understand and agree to comply with the above listed requirements and accept responsibility for any changes needed when not in compliance.

Signed: _____

Firm/Company: _____

Date: _____

Copy of plan review given to: _____